

FAA Basic Real Estate Course

COURSE NUMBER **FAA01320**

For information about this course, contact:
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DESCRIPTION AND LEARNING STRATEGY

The *FAA Basic Real Estate Course* is a comprehensive program covering the real estate acquisition lifecycle and processes. The course is designed to provide knowledge and skills to enhance your effectiveness as FAA representatives when acquiring real property. Methodologies for this course include lecture, facilitated discussions, small group activities, and skill demonstration in case studies.

OBJECTIVES

Using and in accordance with reference documents and course materials, participants will:

- Identify **Authorities** that govern real estate acquisition.
- Use the **Acquisition Management System** information contained in the FAA Acquisition System Toolset.
- Follow procedures **on-airport MOA/leasing**.
- Use a **legal description** of land or a land survey to determine acceptability for FAA contracting purposes.
- Identify types and sources of **title** evidence which are acceptable for FAA actions.
- Define terminology used in **appraisals**, and factors considered in whether to obtain an appraisal.
- Follow procedures for **off-airport land** acquisition.
- Identify procedures for **land condemnation**.
- Identify procedures for **disposal** of excess FAA real estate.
- Follow standards and special considerations and the procedures for leasing FAA **administrative and technical space**.
- Identify procedures for **utilities** contracting.
- Identify procedures for **outgrants**.
- Identify procedures for leasing **housing** for FAA employees.

RELATED REAL ESTATE COMPETENCIES

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|-----------------------------------|-------------------------|
| • Federal/State/Local Authorities | • Requirements |
| • Agency Requirements | • Appraisal |
| • Documentation | • Surveying |
| • Purchase/lease of Real Property | • Property Usage |
| • Space Lease | • Condemnation |
| • Disposal Obligation | • Utilities Contracting |

CLASS SIZE

20 participants

LENGTH 7.5 days
(Tuesday, 8:00 a.m. through Thursday, 12:00 p.m.)
60 hours

LOCATION

FAA Center for Management and Executive Leadership
Palm Coast, Florida

UPCOMING DELIVERIES

See [eLMS](#) schedule.

WHO SHOULD ATTEND

Intermediate level and advanced entry level RECOs or for senior level refresher training

Required for all levels of Real Estate Contracting Officers

Recommended for all DOT modes and FAA contractors involved in Federal real estate acquisition

ENROLLMENT

To enroll, contact Maryanne Fallar, CMEL, maryanne.ctr.fallar@faa.gov (386) 446-7261

PREREQUISITE

None

PRECOURSE

None